

the year, of the various Branches, Depositories or Agencies that are comprised within the Society's field of operation ; and also with preparation for publication in the Society's Annual Report, of the list of Branches, etc., with their Office-Bearers, together with the Subscription Lists of the same.

11. New Branches or Depositories may be organized or opened by him in or for such districts as may be found desirable to occupy as new centres of operation.

#### (B)—THE GENERAL AGENT.

1. The General Agent is charged with the management of the business of the Society, as conducted in and from the Bible House of Montreal.

2. He has under his care the stock of Scriptures and other property belonging to the Society in the Bible House, and is held responsible for the safe keeping and good condition of the same.

3. It is his province to attend to the retail sales of Bibles at the Bible House, and to keep account of same.

4. A Monthly Report must be prepared by him and submitted to the General Committee at its regular Monthly Meeting of :—(a) the condition and amount of stock on hand, or required ; of the number of copies sold during the month at the Bible House, with an account of cash received for the same, together with a statement of the same items in the corresponding month in the previous year ; of the state of account between this Auxilliary and the Parent Society, or other parties ; of applications for grants of Scripture ; and, generally, of any other matters he may deem of importance to bring under the notice of the Committee. (b) Of receipts and disbursements made at the Bible House during the month.

5. Special Reports may be called for from him by the General Committee or any of the Sub-Committees.

6. Notices of all Meetings, whether of the General Committee or of the Sub-Committees, are issued by him ; and he has charge of the place of meeting of the same.

7. On the receipt from the District Secretary of the programme of his intended visits to the Branches or Depositories, the General Agent is required to furnish him with the accounts of the several Branches set down on the programme, at least one week previous to his, the District Secretary's, departure on his tour of visitation, in order that time may be afforded for examination of these accounts by both Agents together if found necessary.

8. Copies of the Monthly Report and of the Abstract of the Annual Report of the Parent Society, as also copies of all other publications sent to the General Agent, which may contain information useful to the District Secretary in his visits among the Branches, are to be